

Largs & District Historical Society

Registered Charity No. SC001454

Date of Meeting: 18/07/23

Venue: **Largs Museum**

Minutes taken by: Anne Cowgill (Secretary)

Attendees:

James Rankin (Chair)	Anne Cowgill (Secretary)	Christine Thomas (Treasurer)	Linda Grieve (Trustee)
George Newlands (Trustee)	Richard Topping (Membership Sec.)		
Jonathan McLaughlin (Invited Hist Soc. member)	John Riddell (Invited Hist Soc. member)		

Apologies received from **Fiona Hamilton** (Invited Hist Soc. member)

Topic	Decision / Action
Previous minutes Minutes of 30/05/23 were approved. Proposed by: Christine Seconded by: Linda	
Matters arising from Previous Minutes. The SCIO application was approved on the 08/06/23 Coffee morning has been arranged for 02/09/23 in the Dunn Memorial Hall The Jean Donaldson bequest fund should be processed soon. Paypal account is not yet active Visit Scotland fee has been paid and a request has been made for another assessment	Anne will do tickets, and organise volunteers help for the day. All to assist with selling tickets. Richard to arrange for posters to be printed. Christine
Treasurer's Update Current bank balance is £4437.42	

Membership Secretary's Update

We currently have 53 Members at present.

A proposed flat-rate annual membership fee of £15 was discussed and it was agreed that this should be put to the Membership for approval at the next AGM.

An application will be submitted on behalf of the Museum for the North Ayrshire UKSPF Communities and Place Grant with one quote meantime. If successful health, safety, and energy efficiency would be the main areas targeted.

Meantime it was unanimously agreed to purchase a new ladder for installation on the middle floor.

SCIO next steps

Paperwork will be collated to submit to the lawyer to enable transfer ownership and registration at the Land Register for the Museum and Historical Society building and assets/artefacts. NAC have reconfirmed that they have no interest in taking these on. Jim will complete the Trustee Form.

Website & Cloud Storage (OneDrive)

The website was completed and approved by Bryan Brown (NAC) in June.

Work is still ongoing with the Museum's Microsoft OneDrive cloud storage system. Richard regularly issues updates to the Index.

There are 3 monitoring cameras in the Museum and a document will be set out regarding Rota and the correct procedures to be taken.

Strategy for updating the register of records

Digitisation of artefacts was raised, as a possible 'in-house' activity, with appropriate equipment and training/ or / outsourced to a professional provider of such services.

Richard presented a to do list and noted that some tasks were already completed. He recommended that we could establish two teams to apply for grants. Any application needs to be project driven.

AGM approval required

Richard will submit & monitor progress.

Anne to arrange for another 2 quotes to be obtained.

Anne and Christine

Anne, Jim, & Christine

Richard

Richard to issue a draft rota

<p>Regular meetings with Bryan Brown (NAC) will be requested to offer support in basic Museum practice</p>	<p>Richard to continue his dialogue with Bryan Brown on this subject.</p> <p>Linda & Richard to investigate possible Grant sources and make recommendations to Trustees</p> <p>Richard & Anne</p>
<p>Second floor and resources</p> <p>It was agreed that as of 23/10/23 the Museum will be closed for 3 weeks to allow all resources from the 2nd floor to be catalogued, digitised and reorganised.</p> <p>If possible, once cleared, the new ladder could be fitted on the 2nd floor.</p>	<p>Anne to notify volunteers</p>
<p>AOCB</p> <p>George, Newsletter Editor, has produced the second edition of the newsletter which has been extremely well received by all members.</p> <p>Jim intimated that NAC told him that the Provost Chain will not be available for us to display.</p> <p>Rota for cleaning the Museum to be issued.</p> <p>Items removed with consent have to be recorded in the Black book on the table</p> <p>Anne has arranged two speakers. Dates to be confirmed.</p> <p>Valerie Campbell will give the Museum a donation from the sale of her Brisbane Family books.</p> <p>Skelmorlie Aisle visitor numbers were submitted to HES</p>	<p>Richard & Anne to distribute to members</p> <p>Anne</p>
<p>Next Meeting 22/08/2023 at 10:30am</p>	

